

Credit River Township Board Meeting

Monday, January 7, 2019 6pm

Meeting Minutes-Final

Members Present: Chairman Kostik, Supervisor Lawrence, Supervisor Schommer, Supervisor Howe

Members Absent: Vice Chairman Novak

Others Present: Engineer Nelson, Attorney Ruppe, Treasurer Hill, Clerk Donovan

Chairman Kostik called the January 7, 2019 Board Meeting to Order at 6:00 pm, Pledge of Allegiance

1. Approve or Amend Agenda

Motion to approve the agenda: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

2. Consent Agenda

1) December 3, 2018 Minutes

Motion to approve the Consent Agenda: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 4-0

3. Open Forum

- Deputy Lueck gave an update on the activity in the township.
- Sheriff Hennen gave updates from the county
 - The 911 system will be replaced in 2019.
 - Body cameras in 2020.
 - Canine completed drug detection training
 - Citizen's Academy starting, requires nine Monday commitments for training.
 - County office buildings to start construction in 2019, which will add three additional court rooms.
- Commissioner Wolf gave an update on county projects which included new County Road 8 turn lanes and the new county buildings.

4. Old Business

1) 2040 Comp Plan

Engineer Nelson received an update from Township Planner Cindy Nash regarding the Met Council's review status of the township's 2040 Comprehensive Plan which they had said should be completed shortly. She will continue to check for updates.

The board will restart the 2040 Comp Plan meetings on January 22, 2019 at 6pm at the town hall.

2) Gallagher Park Final Plat

Engineer Nelson asked if there is a sense of urgency to approve the final plat for Gallagher Park or can board wait for township to take over the planning and zoning? Board feels the Gallagher Park project should proceed with the county for approval of the final plat.

3) Extension of Johanna to 170th

Supervisor Howe asked Engineer Nelson for the status of the extension of Johanna Dr to 170th. Engineer Nelson will request the survey to include options for a trail and/or road connection.

4) Document Archiving for Website

Supervisor Howe gave an update on archiving documents. Currently Prior Lake and Savage are utilizing the software, Laserfiche, which is expensive and may not be what the township is looking for but other options are available.

5. New Business

1) Twp Outlot between 9640 & 9690 Towering Oaks Curve

Supervisor Howe was contacted by a resident who has a home for sale on 9640 Towering Oaks Curve and believe they are having issues selling because of the outlots which are owned by township. The resident is asking what the plan is for the outlot.

Attorney Ruppe advised the township can sell the outlot. Engineer Nelson advised there may be a need for a second access in the future and recommends retaining the easement although nothing planned in near future.

Supervisor Howe will contact resident.

6. Road Report

Supervisor Lawrence advised Sunset Lake Rd, Murphy Lake Blvd and Lower 167 St E are icy. Supervisor Schommer will call to have area chipped.

7. Engineer's Report

1) Creekwood Improvement Project - Pay Estimate 3

Engineer Nelson recommends payment to Northwest Asphalt for \$36,763.84 for work completed to date on the Creekwood Improvement Project.

Motion to approve the payment to Northwest Asphalt for \$36,763.84: Supervisor Schommer

Second: Supervisor Howe

Motion Passed: 4-0

Attorney Ruppe to verify if the driveway paving company was sent a letter regarding the oil spill damage done on Creekwood.

2) Sign Replacement Project Invoice

Engineer Nelson recommends payment of invoice from ID Sign Solutions for sign replacements placed to date in the amount of \$9,342.03.

Motion to approve the payment of \$9,342.03 from ID Sign Solutions: Supervisor Howe

Second: Supervisor Schommer

Motion Passed: 4-0

3) Hakanson Anderson 2019-2020 Rates

Engineer Nelson advised the board of a 2% rate increase from Hakanson Anderson for 2019-2020 to start February 1, 2019.

Motion to approve the Hakanson Anderson rates for 2019-2020, effective February 1,

2019: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 4-0

4) Lucerne Trail Final Payment to BKJ

Engineer Nelson advised of final payment recommended to BKJ Excavating for \$3,610.69 for work on Lucerne Trail, in order to receive the grant payment. Engineer Nelson holding 5% retainage due to silt fence and warranty period.

Motion to approve payment for BKJ Excavating for 3,610.69: Supervisor Schommer

Second: Supervisor Lawrence

Motion Passed: 4-0

Engineer Nelson advised the Crescent Curve DRT Meeting packet has not been received. Supervisor Lawrence and Cindy Nash will be attending the DRT meeting.

Action Door: Requested to be on the February Board Meeting

8. Treasurer Report

1) Developers Escrow

Treasurer Hill proposing billing escrow accounts monthly as opposed to only billing as all escrow is depleted. Escrow will be used as a guarantee. Treasurer Hill will draft a letter to current escrow accounts to notify them of the change and will invoice accounts of developers with low balances.

Attorney Ruppe advised administrative fees need to be changed by ordinance.

Escrow Agreement will be revised by Attorney Ruppe.

Action Door: Received additional \$1000 for CUP
Crescent Curve Developers Escrow will need to be at \$10,000

Treasurer Hill will work with Engineer Nelson and Attorney Ruppe to develop a consistent account naming system to be used for billing against for each escrow.

2) Transfer

Treasurer Hill requested the transfer of \$495, 000 from savings to checking for the payment of claims.

Motion to approve the transfer of \$495,000 from savings to checking: Supervisor Lawrence
Second: Supervisor Howe
Motion Passed: 4-0

3) Banyon

Treasurer Hill advised the Banyon Payroll System has been implemented.

9. Clerk's Report

10. Town Hall

11. Review and Pay Bills

Check #	Vendor	Date	Amount	Comments
Paid Chk# 009980E	VISA COMMUNITY CARD	1/3/2019	\$14.00	iContact - Dec
Paid Chk# 009981E	EFTPS	1/7/2019	\$2,050.06	Fica, Medicare, Fed WH
Paid Chk# 009982E	MINNESOTA REVENUE MW5	1/7/2019	\$313.64	State W/H

Paid Chk# 009983E	PERA	1/7/2019	\$888.44	Pera
Paid Chk# 010062	BANYON DATA SYSTEMS	1/7/2019	\$4,780.00	Banyon Software
Paid Chk# 010063	BOND TRUST SERVICES	1/7/2019	\$151,947.50	Bond Payments
Paid Chk# 010064	BOND TRUST SERVICES CORP	1/7/2019	\$114,842.50	Bond Payments
Paid Chk# 010065	BOND TRUST SERVICES CORP 18	1/7/2019	\$26,958.06	Bond Payments
Paid Chk# 010066	BOND TRUST SEVICES CORP 18	1/7/2019	\$475.00	Bond Service Fee
Paid Chk# 010067	BOND TRUST SRVS CORPORATION	1/7/2019	\$575.00	Bond Service Fee
Paid Chk# 010068	BRENT A. LAWRENCE	1/7/2019	\$21.26	Mileage Reimbursement
Paid Chk# 010069	BRYAN ROCK PRODUCTS INC	1/7/2019	\$454.46	Dec 18 Winter Road Mtc
Paid Chk# 010070	CENTERPOINT ENERGY	1/7/2019	\$68.73	Acct#5179787-6; Town Hall Gas
Paid Chk# 010071	CHRIS KOSTIK	1/7/2019	\$9.81	Mileage Reimbursement Scott Co
Paid Chk# 010072	CINTAS	1/7/2019	\$122.52	Town Rug Service
Paid Chk# 010073	CITY OF LAKEVILLE	1/7/2019	\$320.43	Plowing & De-icing Judicial Ro
Paid Chk# 010074	CITY OF SAVAGE	1/7/2019	\$6,890.00	Cost Share - 15 Hampshire Ave
Paid Chk# 010075	COLLABORATIVE PLANNING LLC	1/7/2019	\$5,024.75	Zoning & Comp Planning
Paid Chk# 010076	COURI & RUPPE, P.L.L.P.	1/7/2019	\$2,285.00	Legal Fees
Paid Chk# 010077	DANIEL MIGLIORI	1/7/2019	\$1,479.00	NPDES Escrow refund 17411 Kill
Paid Chk# 010078	DOMINIQUE SCHILKE HILL	1/7/2019	\$50.00	Cell Phone ReimbursemenDec
Paid Chk# 010079	ECM PUBLISHERS INC	1/7/2019	\$24.54	12/3/2018 Board Meeting Notice
Paid Chk# 010080	GALLAGHERS	1/7/2019	\$13,186.25	Snow Plowying
Paid Chk# 010081	HAKANSON ANDERSON ASSOC INC	1/7/2019	\$14,780.34	Engineering Fees
Paid Chk# 010082	HAUGO GEO TECHNICAL SERVICES L	1/7/2019	\$5,487.00	Technical Services
Paid Chk# 010083	ID SIGN SOLUTIONS LLC	1/7/2019	\$9,342.03	Sign Replacement
Paid Chk# 010084	INTEGRA TELECOM	1/7/2019	\$659.65	Phone Services
Paid Chk# 010085	KAREN DONOVAN	1/7/2019	\$71.26	Cell & Mileage Reimbursement
Paid Chk# 010086	MARKS BOBCAT SERVICE, INC.	1/7/2019	\$2,750.00	Ditch work Lucern Trail & Fern
Paid Chk# 010087	MATIT	1/7/2019	\$2,000.00	Shared Legal Fees
Paid Chk# 010088	METRO SALES , INC.	1/7/2019	\$146.00	Copier charge
Paid Chk# 010089	MIKES SEPTIC SERVICE	1/7/2019	\$29,400.00	CSTS Annual Septic

Paid Chk# 010090	MVEC	1/7/2019	\$849.88	Electric
Paid Chk# 010091	NATURAL SYSTEMS UTILITIES MN	1/7/2019	\$6,650.94	CSTS Operator Fees
Paid Chk# 010092	NORTHWEST ASPHALT, INC	1/7/2019	\$36,763.84	Pay App 3 Creekwood Project
Paid Chk# 010093	RITEWAY BUSINESS FORMS	1/7/2019	\$239.48	CSTS Laser Bills
Paid Chk# 010094	ROVE PEST CONTROL	1/7/2019	\$75.00	Quarterly Pest Control 2018
Paid Chk# 010095	SCOTT COUNTY ACCOUNTING DEPART	1/7/2019	\$475.61	Tax - TNT Cost Allocation
Paid Chk# 010096	SCOTT SOIL & WATER CONSV DIST	1/7/2019	\$533.00	Building Permit Inspections fo
Paid Chk# 010097	SW NEWSMEDIA	1/7/2019	\$151.61	Publish meetings
Paid Chk# 010098	U.S. BANK EQUIPMENT FINANCE	1/7/2019	\$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 010099	WELLS FARGO CORPORATE TRUST	1/7/2019	\$106,575.00	Bond Payments
Paid Chk# 010100	XCEL ENERGY	1/7/2019	\$8.81	Acct#51-6509820-6; St. Francis
Paid Chk# 010101	Donovan, Karen B.	1/7/2019	xxxxxx	December 2018 Service paid in January 19
Paid Chk# 010102	Howe, Paul	1/7/2019	\$710.24	December 2018 Service paid in January 19
Paid Chk# 010103	Kostik, Christopher D.	1/7/2019	\$529.74	December 2018 Service paid in January 19
Paid Chk# 010104	Lawrence, Brent	1/7/2019	\$912.53	December 2018 Service paid in January 19
Paid Chk# 010105	Novak, Alan J	1/7/2019	\$542.86	December 2018 Service paid in January 19
Paid Chk# 010106	Schilke Hill, Dominique M	1/7/2019	xxxxxx	December 2018 Service paid in January 19
Paid Chk# 010107	Schommer, Leroy	1/7/2019	\$710.24	December 2018 Service paid in January 19
Paid Chk# 010108	BKJ EXCAVATING	1/7/2019	\$3,610.69	Lucerne Trail Retainage
			\$561,050.41	

12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

Motion to adjourn January 7, 2019 Credit River Township Meeting: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 4-0

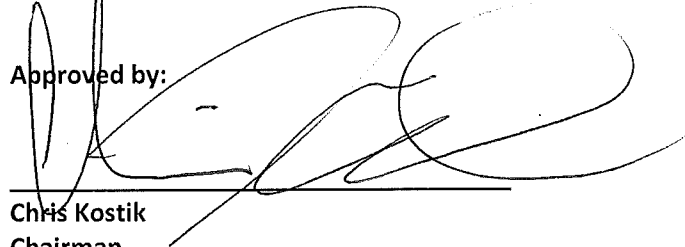
The January 7, 2019 Credit River Township Board Meeting was adjourned at 7:50 pm.

Recorded by:



Karen Donovan
Clerk - Credit River Township

Approved by:



Chris Kostik
Chairman
Credit River Township